

19 December 1969

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MEMORANDUM FOR: [REDACTED]
Chief, Records Administration Branch, SSS

SUBJECT : Comments on Possible use of Motorized Shelving
at the Records Center

I have reviewed the Feasibility Study for Moveable Shelving at the Agency Records Center and submit the following comments:

1. I question the first sentence on page 2 "wood shelving would not be any greater fire hazard for the type of material stored at [REDACTED] than metal shelving." This is contrary to [REDACTED] report of 15 April 1969, in which he as the Agency Safety Officer recommended metal shelving over wood shelving.

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This report leads one to believe that it is necessary to leave a 3 foot aisle where ranges in excess of 20 feet are used. This is not true, a separation of only a few inches would be necessary.

In the eyes of an engineer each of the systems [REDACTED] may be relatively simple, and should involve a minimum of maintenance, but one of the 3 products seems to have a minimum of electrical and moving parts and therefore could result in a more trouble-free service.

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I certainly disagree with the statement that "there is no great danger of serious injury as the shelving is moved by small motors." Serious injury and possible loss of life could result if the safety aspects are not fully tested and approved. I strongly recommend that consideration be given only to a product that has at least a minimum of two fool proof safety mechanisms.

I question the \$350,000 figure cited as the estimate for construction of a building that would give us 20,000 additional square feet. I would estimate that the cost, including shelving and the other items, air conditioning, alarm systems, etc., all necessary to meet Agency security requirements, would be approximately \$500,000.

I don't follow the reasoning in their arriving at the cost of averaging one foot. They cite \$100 per foot as the cost of moveable shelving including the decking and lights. This may be true if we used only 1 shelf per unit, but we are going 10 high and therefore consider the cost of one foot to be \$6.00. This \$6.00 figure multiplied by the 142,000 cubic feet equals \$862,000.

Their final statement that the moveable shelves can be moved in less than five seconds is true, but we are not only interested in the movement, but what is important is the time required to completely open or create an aisle. This varies taking from about 7 to 10 seconds.

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